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MINUTES OF THE MEETING OF THE
CONTRACT REVIEW BOARD

22 June 1967

1. The meeting was opened with a summary of the events leading to the Memorandum for the Deputy Director for Support dated 16 June 1967 explaining the temporary suspension of Board action and requesting the Deputy Director for Support to meet with the Board to explain and enunciate the role of the Agency Contract Review Board.

2. Mr. Blake explained that, upon receipt of the above-mentioned memorandum, Mr. Bannerman suggested that, in lieu of his meeting with the Board, he would discuss the issues with [] and he asked Mr. Blake to do likewise with []
[] These conversations were held and general agreement was reached.

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3. The revised draft of the Statement of Responsibilities and Authorities was then passed out for review by the members. After a short recess to review the draft, it was brought to a vote and was approved without any further discussion on revision of language.

4. Mr. Blake then defined the remaining major implementing actions to be cleared up over the next two weeks. They were as follows:

a. Together with the representatives from DD/P and DD/S&T, define the needs for numbers of Contracting Officers. Note: It was pointed out by the DD/S&T representative that the official request from DD/S&T was still in approval channels but should be delivered within the next few days. The DD/P representative is ready and a meeting has been scheduled for 26 June 1967.

b. Obtain DD/S approval of the Board Charter.

c. Nomination of Contracting Officers to be assigned to DD/S&T and DD/P.

d. Transfer of contract files and records to appropriate Directorates preferably after coding by the Interim Procurement Management System Staff.

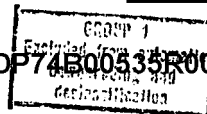
e. Formulate final plans to provide audit and security support to the Directorates.

f. Issue Delegations of Authority to the Directorate Contracting Officers.

It was suggested that the Board members begin to resolve the housekeeping arrangements for the physical locations of Contracting Officers within their offices, and the channels and procedures for the flow of contract documents between and among Directorate Contracting Officers, contractors, the Office of Logistics, the []

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5. It was suggested that any action or discussion on the paper handed out at the first Board meeting entitled "Criteria for Board Contract Review" be delayed until the first official Board meeting.

6. As Board members had no further questions, the meeting was adjourned.